



ROSWELL INFRASTRUCTURE COMMITTEE AGENDA

Monday, February 27, 2017 at 4:00 p.m.
Conference Room at Roswell City Hall
425 N. Richardson, Roswell, N.M. 88201

Committee Chair: Jeanine Best
Committee Vice Chair: Juan Oropesa
Committee Members: Caleb Grant, Savino Sanchez, Jr.
Staff Coordinator: Louis Najar

A. Call to Order

B. Roll Call

C. Approval of the Agenda

D. Approval of Minutes

- | | |
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| 1. January 23, 2017 Meeting Minutes | 1 - 3 |
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E. Non-Action Items

- | | |
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| 2. Memory Lawn Cemetery | 4 |
| 3. Atkinson/Mescalero Roadway Encroachment | 5 - 7 |
| 4. RFP – Project Development Services For RIAC Water Reservoirs | 8 |
| 5. Project Updates | 9 |

F. Regular Items (Action Items)

- | | |
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| 6. Backhoe Purchase Water Maintenance & Transmission | 10 - 14 |
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G. Other Business (Non-Action)

- | | |
|--------------------|--|
| 7. Public Comments | |
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H. Adjourn (Next Meeting: Monday, March 20, 2017)

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Regular Meeting of the Infrastructure Committee
Held in the Conference Room at City Hall
January 23, 2017

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 16-69.

ROLL CALL:

The meeting convened at 4:00 p.m. with Chair Best presiding and Councilors Oropesa, Grant, and Sanchez being present.

Staff Present:

Kevin Dillon, Louis Najar, Ryan Porter, Bill Morris, Paula Hertwig-Hopkins , Mayor Dennis Kintigh, Michael Mayes, Steve Miko, and Bernadette Lopez.

Guest(s) Present:

Joan Park, Trinity Park, Darrel Bethany, Jerry Bethany, Larry Connolly, Chris Thweatt, Joe E. West, Lisa Dunlap, and Mac Rogers.

APPROVAL OF AGENDA:

Councilor Grant moved to approve the Agenda for the Regular Infrastructure Committee as presented. Councilor Sanchez seconded the motion. A voice vote was unanimous and the motion passed.

APPROVAL OF MINUTES:

1. December 19, 2016:

Councilor Grant moved to approve the December 19, 2016 Minutes for the Regular Infrastructure Committee as presented. Councilor Sanchez seconded the motion. A voice vote was unanimous and the motion passed.

NON-ACTION ITEM(S):

2. Discussion of Memory Lawn Cemetery:

Mr. Najar discussed the follow up information that was requested by the Committee from last month's meeting and Attorney Marion Craig written response regarding the Memory Lawn Cemetery. Mr. Najar also discussed the project estimate. As directed by the Infrastructure Committee, Engineering staff will prepare a second option, minimal maintenance, to present to the Finance Committee for review and approval to go before the City Council.

3. Discussion of Disposal Process of City Properties:

Councilors were given a procedure flow chart concerning disposal of city properties. Some discussion was held. Due to current city staff workload, budget and strategic planning of this topic will be held at a later date.

4. Project Dashboard Update:

Roswell Adult & Recreation Center:

Mr. Dillon stated the expected date of completion is in a couple of weeks.

Cemetery Roads:

Mr. Najar stated the materials have been received and this project will be done in the spring.

Railroad Crossings:

Councilor Grant brought up topic of railroad crossings. Mr. Najar stated Burlington Northern Santa Fe (BNSF) has taken back maintenance and operations of railroad tracks. Mr. Najar stated repairs were scheduled for tomorrow at the following locations: College, Second, Walnut, and Alameda. Mr. Najar also spoke with B.N.S.F. regarding safety issue at Country Club railroad crossing and BNSF stated they would look into it.

5. Update 36" Water Main Repair:

Mr. Najar stated digging started today and J & H Services plan to have it completed in a couple of weeks.

6. ADA Transition Plan 2017 Update Process:

NMDOT (New Mexico Department of Transportation) requires all funded entities to have a current update with current requirements for the Americans with Disabilities Act Transition Plan. Mr. Najar stated Ryan Porter, P.E., City Engineer, has been designated by the City of Roswell as the person responsible for the development and implementation of the City of Roswell's ADA Transition Plan. A public hearing will be held in the future to solicit citizen concerns.

7. Request for Potential Purchase of the Fisk Building:

Mr. Morris discussed the letter of interest to purchase the Fisk Building that was received from a potential buyer. The Fisk Building is currently occupied by the Hispano Chamber, Teen Court, and DWI program.

8. Discussion of RIAC Water Tower Tank Replacement:

City Engineering and Public Works are proposing 2 – 1 million gallon reservoirs be built at RIAC. Mr. Najar stated two reservoirs would provide needed reservoir capacity and redundancy protection if one fails. Mr. Najar has initiated an application for a Federal EPA Drinking Water Revolving Loan, striving for 75% forgiveness on a \$4 million loan.

9. McGaffey – Mill & Fill – Union to Richardson:

Mr. Najar discussed the need of maintenance for W. McGaffey Ave. from Union Ave. to Richardson Ave. It will be funded by concentrating overlay and road repair monies from FY 2017 Road Fund into this section of roadway. This will mean sacrificing the spring “slurry seal” program due to prior budget cuts to the Road Fund.

10. Del Norte Park to RISD:

Mr. Najar discussed the request received by the Roswell Independent School District (RISD) that Del Norte Park be transacted over to RISD to allow construction of new Del Norte School. Mr. Najar handed out a Draft Agreement between RISD and the City of Roswell where the City will donate the land with the stipulations outlined in contract.

Regular Item(s) (Action Items):

11. Consider Award – Rebid ITB-17-007 -300 gallon Trash Receptacles:

Councilor Grant moved to award the rebid of ITB-17-007, 300 Gallon Trash Receptacles to send to full City Council on consent agenda. Councilor Sanchez seconded the motion. Discussion was held. As a follow-up to this item, regarding lids for trash receptacles, Roswell, New Mexico, Code of Ordinances, Chapter 21 – Solid Wates does not address this issue. ***A voice vote was unanimous and the motion passed.***

OTHER BUSINESS (Non-Action):

Mr. Najar discussed the update for the public restrooms at the old Conoco Building. Mr. Dillon said the City will only have to contribute around \$ 1,000 for the 1% of C.E.S.

12. Public Comments:

None.

ADJOURN:

The meeting adjourned at 5:11 p.m. The next scheduled meeting is February 27, 2017.

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, February 27, 2017 at 4:00 p.m.

ACTION REQUESTED: Discussion of Memory Lawn Cemetery

BACKGROUND: The City has been asked to consider taking over the private cemetery Memory Lawn Cemetery. This was reviewed at December 19, 2016 and January 23, 2017 Infrastructure Committee. At the City Council Meeting of February 9, 2017, Council voted to continue review of this concept.

For this meeting, Staff has nothing new to present. Due to work loads, focus on FY 2018 Budget and other, staff has no presentation for February 27, 2017 Infrastructure Committee

FINANCIAL CONSIDERATION: None at this time. – Staff to reevaluate all costs as requested by Council

LEGAL REVIEW: None to present. City Attorney is researching liability and legal issues that would be associated with acquisition of Memory Lawn.

BOARD AND COMMITTEE ACTION: Open discussion for future return of this item to this Committee

STAFF RECOMMENDATION: Continue with financial and legal review of acquisition.

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, February 27, 2017 at 4:00 p.m.

ACTION REQUESTED: Atkinson/Mescalero Roadway Encroachment. Infrastructure Committee is being made aware of an encroachment on private property. This is a non-action item.

BACKGROUND: The City was contacted by Michael Hubbard of 2903 N. Atkinson (NE Corner of Atkinson & Mescalero). Mr. Hubbard recently bought the property and had it surveyed. His survey revealed that a portion of roadway is encroaching on private property. Specifically, a portion of curb and gutter, storm drain drop inlet, stop sign and portion of the pavement.

City Engineer, Louis Najar met with Mr. Hubbard and has offered this solution which is acceptable to Mr. Hubbard. Mr. Hubbard continues to build fence and improve his property. Fence shall be set back to allow stop sign, curbing, drop inlet to remain and include a set back to permit a safe "sight triangle". The City will pay for survey and plat to include acquisition of right of way based on his new fence location. The City will also pay for the right of way at a fair value. These costs are estimated to be less than having to realign, and relocate the east half of the intersection which would include, curbing, storm drain, paving, and concrete fillet. It is estimated the right of way acquisition to be approximately 0.15 acres.

FINANCIAL CONSIDERATION: None at this time – Costs will be borne from Engineering Department line items for Easements, and Professional Engineering Services.

LEGAL REVIEW: City Attorney will be asked to review all documents prior to full execution of acquisition and other.

**BOARD AND
COMMITTEE ACTION:** Open discussion of this topic.

**STAFF
RECOMMENDATION:** Continue as presented to resolve encroachment issue.



Google Maps 1305 E Mescalero Rd 2903 N. Atkinson Ave

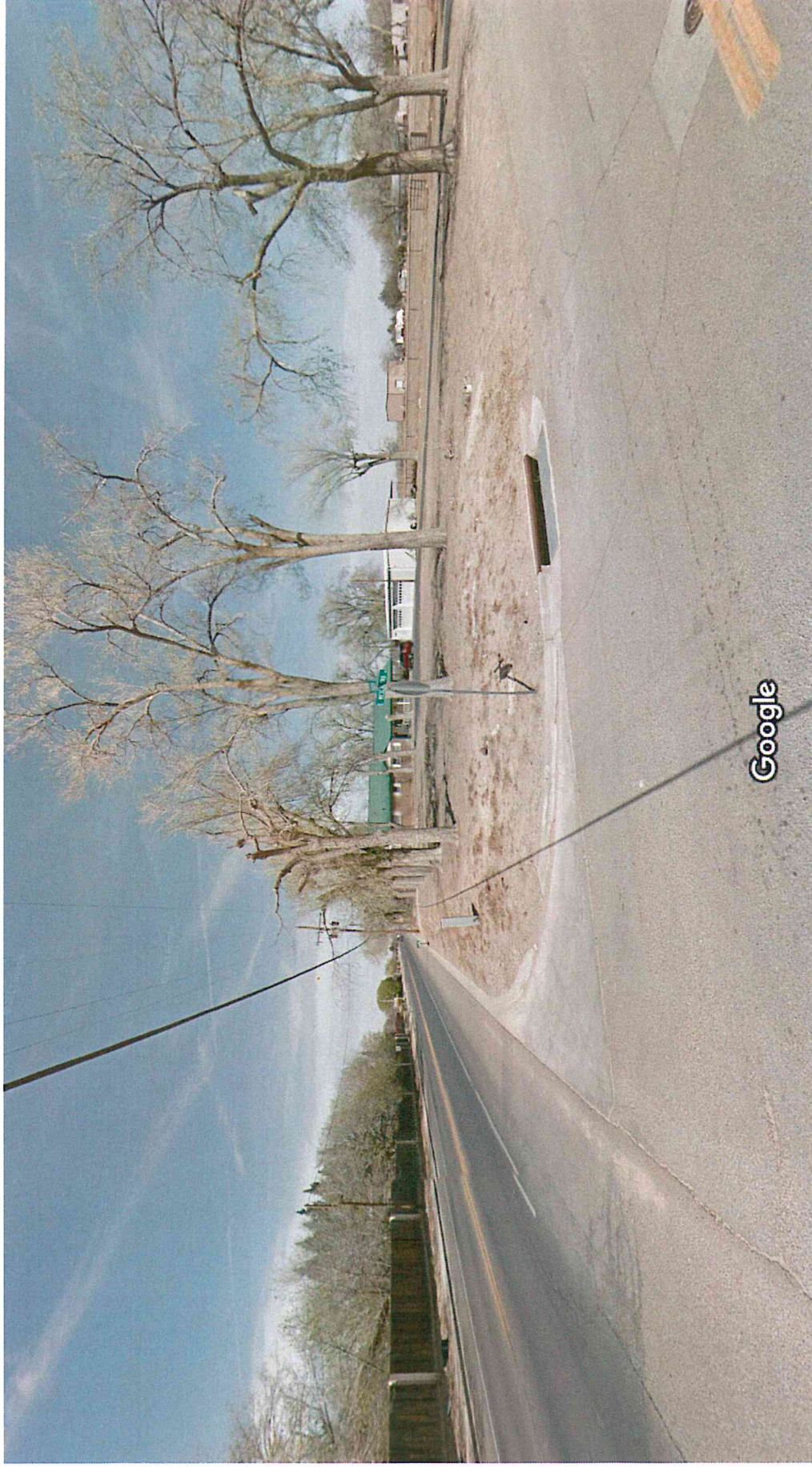


Image capture: Mar 2013 © 2017 Google

Roswell, New Mexico
Street View - Mar 2013

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, February 27, 2017 at 4:00 p.m.

ACTION REQUESTED:	Discussion of RFP-17-003 Project Development Services for City of Roswell RIAC Water Reservoirs.
BACKGROUND:	<p>As presented at Infrastructure Committee of January 23, 2017, the Roswell Industrial Air Center (RIAC) water tower tank was built in 1943, (pre UFO Crash). An inspection report presented in October 2016 indicates it's time to program replacement. Additionally the Water System Master Plan Report of October 2012 recommended a 2 million gallon reservoir capacity needed for RIAC.</p> <p>City Engineering & Public Works are proposing 2 – 1 million gallon reservoirs be built at RIAC. Estimated cost is \$4 to 5 million dollars for 2 reservoirs and connection to existing water system. City Engineer has already initiated an application for an EPA Drinking Water Revolving Loan and striving for 75% forgiveness on a \$4 million loan.</p> <p>This RFP initiates the project development in hopes to complete design and qualify for award of loan in Spring 2018. RFPs are due March 28, 2017 and schedule is to present recommended firm to April 2017 Infrastructure.</p>
FINANCIAL CONSIDERATION:	None at this time – Funding will be from Water Maintenance and Transmission.
LEGAL REVIEW:	None at this time.
BOARD OR COMMITTEE ACTION:	Update and discussion for Infrastructure Committee.
STAFF RECOMMENDATION:	Continue as expeditiously and efficiently as possible on design, funding and construction of reservoirs.

CITY OF ROSWELL
Infrastructure Committee
Large Conference Room, City Hall
425 N. Richardson, Roswell, NM 88201
Monday, February 27, 2017 at 4:00 p.m.

ACTION REQUESTED: Project Updates – Infrastructure Committee open discussion

BACKGROUND: Committee will be given update and opportunity for Q&A on any project. Featured will be: Smart Meter Implementation, Recreation Center, Convention Center, W. Country Club 48" Water Line, N. Main Pavement Rehab, Dean Baldwin Roof & Fire Protection, and Adult & Senior Center Roof.

FINANCIAL CONSIDERATION: None at this time.

LEGAL REVIEW: Not Applicable

**BOARD AND
COMMITTEE ACTION:** Open discussion for this Committee

**STAFF
RECOMMENDATION:** Not Applicable

ROSWELL, NEW MEXICO
Infrastructure Committee
Conference Room at Roswell City Hall
425 N. Richardson, Roswell, NM 88202
Monday, February 27, 2017 at 4:00 p.m.

ACTION REQUESTED:	Consider purchase of one (1) new backhoe utilizing State of New Mexico Statewide Price Agreement #30-000-13-00054 which expires April 2017. The vendor recommended is Titan Machinery of Albuquerque, NM. Total cost is \$82,737.40.
BACKGROUND:	<p>The South Park Cemetery is in dire need of a new backhoe. The current backhoe can only operate in reverse and is old and in need of replacement.</p> <p>Water Maintenance and Transmission has experienced a savings in current budgeted purchases of a service truck, backhoe, dump truck and loader in the amount of \$69,528.00. This requires an internal transfer of \$13,210.00 to allow purchase of a new backhoe. It is intended that WMT purchase a new backhoe and then transfer the oldest WMT backhoe to South Park Cemetery. The City Fleet Manager has reviewed and concurs with the plan. The oldest WMT backhoe is newer and in better shape than the Cemetery's current backhoe. Cemetery is also in concurrence of the plan.</p>
FINANCIAL CONSIDERATION:	This is will be paid out of the FY 2017 Water Maintenance and Transmission line item 630-4354-435.75-05. See line item break down attached.
LEGAL REVIEW:	Not required.
BOARD OR COMMITTEE ACTION:	Request Infrastructure Committee to review and recommend purchase of one (1) backhoe from Titan Machinery in the amount of \$82,737.40 to March 9, 2017 City Council meeting.
STAFF RECOMMENDATION:	Recommend purchase of one (1) backhoe from Titan Machinery in the amount of \$82,737.40.

	Water Maintenance and Transmission	2017 Capitol Projects	
	Approved Budget	Purchase Price	Balance Remaining
Service Truck	\$43,200.00	\$28,962.00	\$14,238.00
Backhoe	\$103,900	\$92,230.00	\$11,670.00
Dump Truck	\$114,000.00	\$89,575.00	\$24,425.00
Loader	\$162,033.00	\$142,838.00	\$19,195.00
		Total	\$69,528.00

The State contract price agreement for a new Case 580 SN Backhoe is \$82737.40. The balance of \$13210.00 will be transferred from account number 630-4354-435-4107.



State of New Mexico
General Services Department
Purchasing Division

Statewide Price Agreement Amendment

Awarded Vendor:
3 Vendors

Telephone No.: _____

Ship To:
All State of New Mexico agencies, commissions,
institutions, political subdivisions and local public
bodies allowed by law.

Invoice:
As Requested

Price Agreement Number: 30-000-13-00054

Price Agreement Amendment No.: Four

Term: April 19, 2013-April 18, 2017

Procurement Specialist: Eric Sanchez 

Telephone No.: (505) 827-0554

Title: **Loader Backhoe**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from April 19, 2016 to April 18, 2017 at the same terms and conditions.

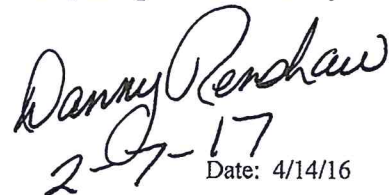
See attached page for price escalations.

Vendors AB, AD, And AE agree to extend.

The provisions of the Price Agreement shall remain in full force and effect, except as modified by this amendment.

Accepted for the State of New Mexico


New Mexico State Purchasing Agent


2-27-17 Date: 4/14/16

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 30-000-13-00054

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Awarded Vendors:

(AA)

0000048609

Golden Equipment Company

721 Candelaria

Albuquerque, NM 87107

505-345-7811

Delivery: 150 Days or Less ARO

(AB)

0000049705

Titan Machinery

6613 Edith Blvd. NE

Albuquerque, NM 87113

505-342-2566

Delivery: 60-90 Days

(AC)

0000046284

Tom Growney Equipment, Inc.

2301 Candelaria Rd NE

Albuquerque, NM 87123

505-884-2900

Delivery: 45-60 Days

(AD)

0000045306

Wagner Equipment Company

4000 Osuna Rd NE

Albuquerque, NM 87109

505-345-8411

Delivery: As Requested

Price escalations for amendment number three price agreement
number 30-000-13-00054:

Vendor AB: Change base price to \$82,737.40

Vendor AD: Change base price to \$86,931 Model is now the 420F2. See the following updated
option pricing:

Option A: \$850.00

Option B: \$94.00

Option D: \$75.00

Option E: \$5,437.00

Option F: Deduct \$2,637.00

Option I: \$1,256.00

Option N: \$590.00

Vendor AE: Change base price to \$83,455.00 and change the Model to a 310 SL.